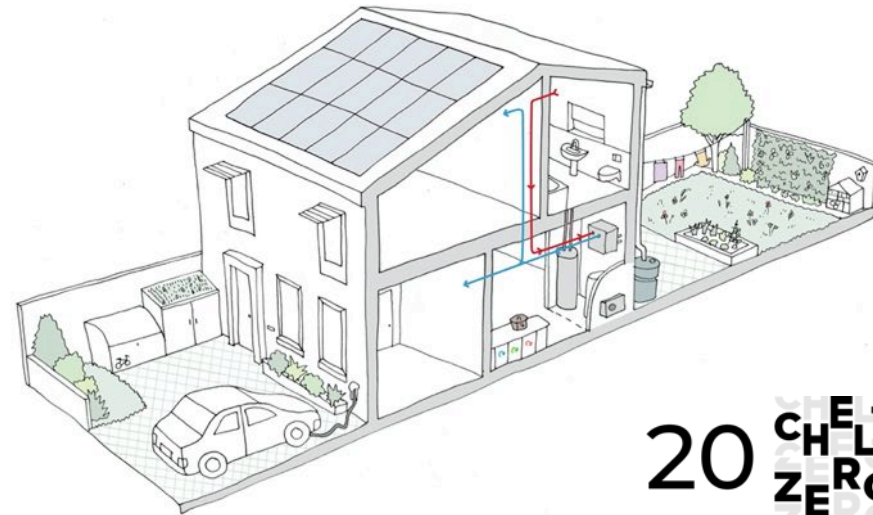


Cheltenham Borough Council



Cheltenham Climate Change SPD

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With thanks to April Grisdale Illustrations for the illustrations created for the One-Page Summaries and Levitt Bernstein Architects for the use of some of their images in the Guidance section

This Climate Change SPD

This Climate Change Supplementary Planning Document (SPD) has been created to communicate Cheltenham Borough Council’s ambitions and requirements for all buildings within the borough and how they should respond to the climate change and biodiversity crisis.

The SPD is intentionally ambitious. It goes further than the current adopted policies, but it does so with necessity and purpose. Necessity because we are all in the middle of a climate emergency that needs to be responded to. Purpose because we want to communicate the clear direction of our future policy, which will be consistent with a zero carbon future where global temperature rises are limited, the impacts of climate change are mitigated and biodiversity loss is reversed.

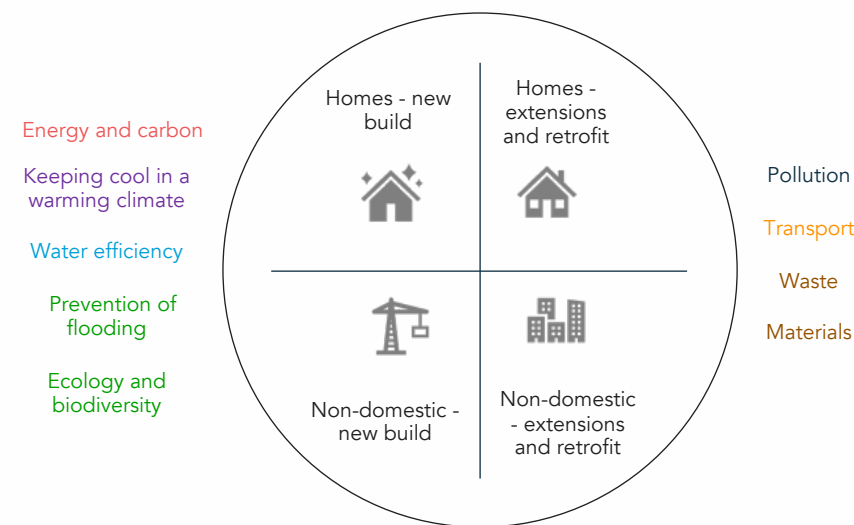
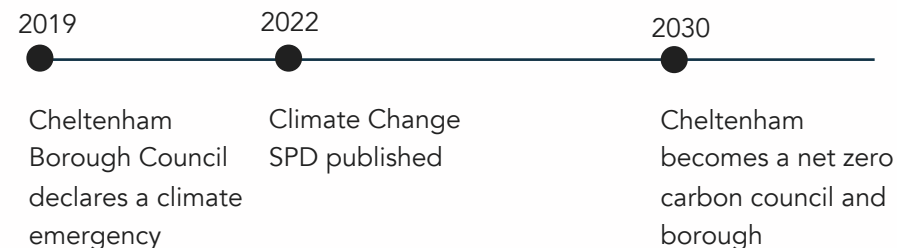
Planning applications should align with this SPD

The SPD sets out how applicants can successfully integrate a best-practice approach towards climate and biodiversity in their development proposals. It defines standards as the proportionate response to Cheltenham’s Joint Core Strategy, Strategic Objective 6 – Meeting the challenges of climate change. How successfully applicants align with the SPD will be a material consideration in the determination of planning applications by the local planning authority.

The SPD supports implementation of the National Planning Policy Framework (NPPF) 2021 with a local context for Cheltenham. It addresses head on the planning authority’s remit to: “help shape places in ways that contribute to radical reductions in greenhouse gas emissions” (para.152), taking a “proactive approach to mitigating and adapting to climate change” (para.153).



All buildings should strive to achieve ambitious carbon reductions today.



This SPD covers all development types: new-built and retrofit, homes and non-domestic buildings. A broad range of climate change and sustainability issues are addressed.

Where do we need to be?

The Climate Change Committee's recommendations

The Climate Change Committee is an independent body appointed to advise the government on how to achieve its climate change target of being net zero carbon by 2050 (legislated by the Climate Change Act). Their 2019 report "Net Zero: The UK's contribution to stopping global warming" provides an in-depth analysis of the actions required across different sectors: buildings; industry; power; transport; aviation & shipping; agriculture & land-use; waste; fluorinated gases and greenhouse gas removals. These are summarised on the right.

Emissions from industrial and commercial sources, freight, air travel and land-use and agriculture emissions are shown to be difficult to abate. This makes it imperative that housing, light transport and waste sectors achieve maximum possible reductions.

We all need to work together

All UK local authorities and their inhabitants need to play their part in realising these collective ambitions. Cheltenham Borough Council is committed to working with and supporting others to achieve these aims.

It is important to know where we are going

The guidance in this SPD has been formulated with the objective of delivering sustainable development in a way that is consistent with climate change and biodiversity objectives.

Set alongside this guidance are standards that represent a best-practice approach in the design and construction of new and refurbished developments. A checklist (p. 30) provides the applicant an easy-to-digest summary. Applicants will be expected to demonstrate, within their development proposals, how they have integrated in the early stages of design, an acceptable and proportionate response that aligns with the SPD.

The three overarching objectives needed to respond to climate change in Cheltenham



Key conclusions from the Climate Change Committee's "Balanced Pathway" on where we need to be

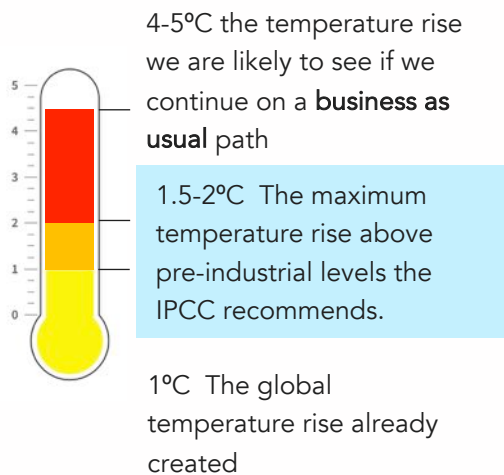
- Fully decarbonise electricity by 2035 while meeting a 50% increase in demand
- All new homes are zero carbon by 2025 at the latest
- Ultra-efficient new homes and non-domestic buildings
- Low carbon heat to all but the most difficult to treat buildings.
- Ambitious programme of retrofit of existing buildings.
- Complete electrification of small vehicles (100% of new sales by 2030).
- Large reduction in waste, zero biodegradable waste to landfill by 2025, zero all waste to landfill by 2040.
- Significant afforestation and restoration of land, including peatland.
- Greenhouse gas removals will be required to achieve net zero carbon.

How quickly do we need to be there?

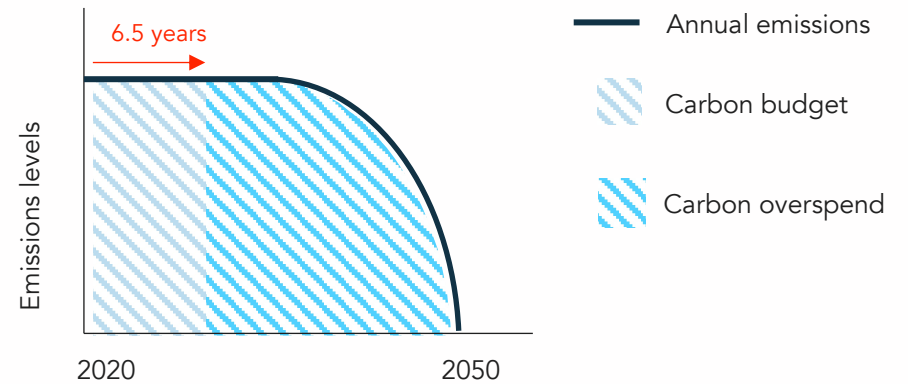
Carbon budgets

Climate science shows us that the amount of carbon in the atmosphere is proportional to the global temperature rises that are accelerating climate change and the increasing weather extremes it brings.

The UK has committed to limit global temperature rises to 1.5-2°C through the Paris Agreement and being net zero carbon by 2050. Cheltenham has committed to being net zero carbon by 2030. More than target dates, what is important is the amount of carbon we emit between now and then and not emitting more than our fair share of the global carbon budget. Cheltenham is on track to have consumed its carbon budget by 2027 based on current emissions rates. Therefore we need to reduce carbon emissions sharply (at a rate of approximately 13% per year) if we are to be consistent with Paris Agreement objectives.



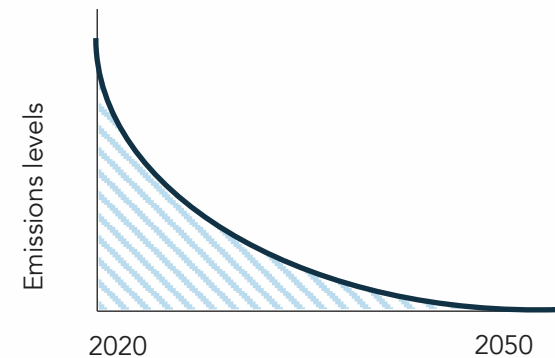
The year we will would exceed Cheltenham's 1.5-2°C carbon budget at 2017 emissions rates



Trajectory type A

This trajectory continues at current emissions rates until the 2030s at which point it drops off steeply.

It is zero carbon by 2050 but the carbon budget is far exceeded.



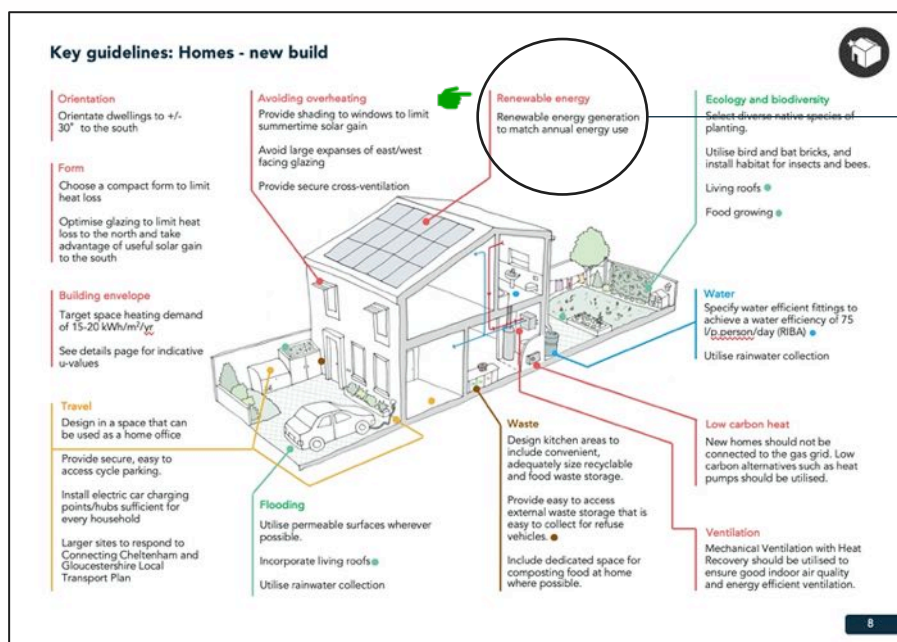
Trajectory type B

This trajectory sees a 13% reduction in emissions year on year. Cumulative emissions stays within the carbon budget.

How to use this document

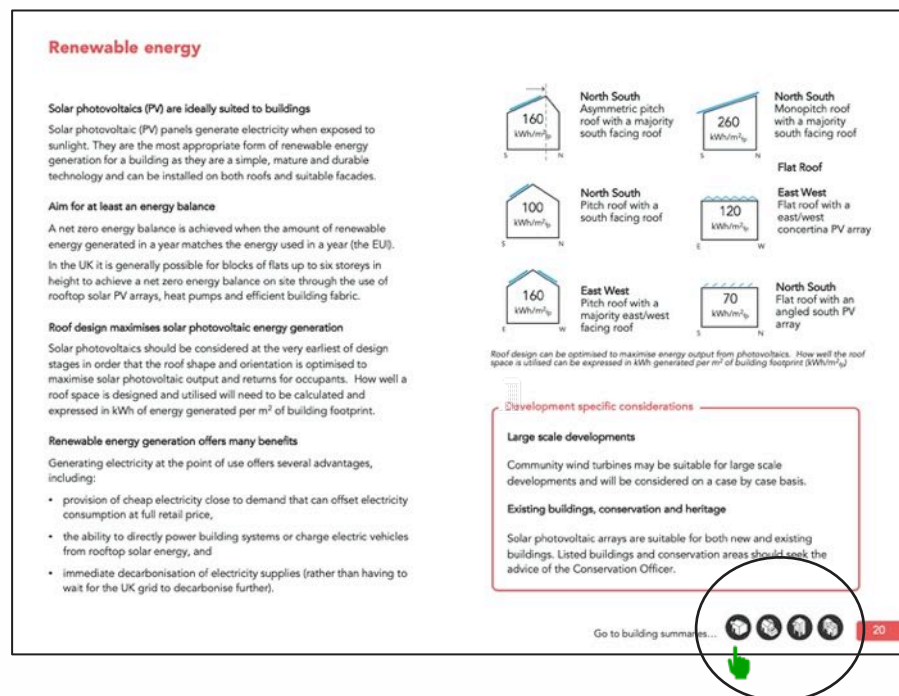
One-page overviews

We are looking for applications to address climate change in an holistic manner. Four one-page overviews, one for each of the four building categories, illustrate key measures for addressing climate.



Detailed guidance pages

Acceptable responses to our climate change policies are given in the Guidance section, pages 13 to 27.



- New homes
- Extensions and retrofit of existing homes
- New non-domestic buildings
- Extensions and retrofit of non-domestic buildings

Interactive navigation

Navigate between strategy overviews and detailed guidance pages by clicking linked coloured headings and building icons.



One-page summaries

New homes

Home extensions and refurbishment

New non-domestic buildings

Non-domestic extensions and refurbishment

Key Performance Indicators (KPIs) and recipe for Net Zero carbon buildings

New developments should achieve Net Zero carbon in operation through applying the three core principles outlined below, and by demonstrating the Key Performance Indicators (KPIs) defined by LETI and reproduced on the right.

1 - Energy efficiency

Buildings should use energy efficiently. Space heating demand expresses the amount of energy and building needs for heating and is impacted by site and orientation, window design, form, building fabric, materials and detailing, and ventilation (see pages 14-18).

Energy Use Intensity (EUI) expresses the total amount of energy a building uses, and can be measured in-use through the energy meter. It is impacted by the space heating demand, the choice of heating system (p.19), ventilation system (p.18), lighting, cooking, appliances and equipment.

2 - Low carbon heating

All new buildings should be built with a low carbon heating system and must not connect to the gas network.

3 - Renewable energy generation

In new buildings, annual renewable energy generation should be at least equal to the energy use of the building (the EUI) . If this is not possible on-site, it should be demonstrated that the equivalent of 120 kWh/m²_(footprint)/yr of renewable energy is generated across the development.

Demonstrating compliance

For domestic buildings PassivHaus Planning Package (PHPP).

For non-domestic buildings PassivHaus Planning Package (PHPP) or dynamic thermal modelling in accordance CIBSE TM54.

Space heating demand, kWh/m²/yr



Energy use intensity (EUI), kWh/m²/yr



Renewable energy



Embodied carbon



| | Housing | Offices | Schools |
|----------------------------------------------------|-----------------------------------------------------------------|-----------------------------------------------------------------|-----------------------------------------------------------------|
| Space heating demand, kWh/m ² /yr | 15-20 | 15-20 | 15-20 |
| Energy use intensity (EUI), kWh/m ² /yr | 35 | 55 | 65 |
| Renewable energy | Balance EUI OR 120 kWh/m ² /yr footprint | Balance EUI OR 120 kWh/m ² /yr footprint | Balance EUI OR 120 kWh/m ² /yr footprint |
| Embodied carbon | 350 kgCO ₂ e/m ² /yr | 300 kgCO ₂ e/m ² /yr | 300 kgCO ₂ e/m ² /yr |

*Embodied carbon is addressed on page 25.

Above: New developments should seek to achieve the KPIs recommended by LETI, <https://www.leti.london/cedg>.

LETI also has a Climate Emergency Retrofit Guide: <https://www.leti.london/retrofit>

Key measures: Homes - new build



New homes should be built to zero carbon standards as defined by LETI (<https://www.leti.London>) and should seek to achieve their KPIs.

Orientation

Orientate dwellings to +/- 30° to the south if possible.

Form

Choose a compact form to limit heat loss.
Optimise glazing to limit heat loss to the north and take advantage of useful winter solar gain to the south.

Building envelope

Target a space heating demand of less than 15-20 kWh/m²/yr.
See details page for indicative U-values.

Transport & Travel

Provide secure, easy to access cycle parking.
Install electric car charging points/hubs sufficient for every household.
Design in a space that can be used as a home office.
(Larger sites to respond to Connecting Cheltenham and Gloucestershire Local Transport Plan).

Avoiding overheating

Provide external shading to windows.
Avoid large areas of east/west facing glazing.
Provide secure cross-ventilation.

Renewable energy

Renewable energy generation to match annual energy use or generate 120kWh/yr per m² of building footprint

Ecology and biodiversity

Select diverse native species of planting and include living roofs
Create habitat for mammals (such as hedgehogs, as well as bats) and amphibians and reptiles (such as toads and newts) birds and insects

Water

Specify water efficient fittings to achieve a water efficiency of 105 l/p.person/day (RIBA).
Utilise rainwater collection.

Low carbon heat

New homes should not be connected to the gas grid.
Low carbon alternatives such as heat pumps should be utilised.

Ventilation

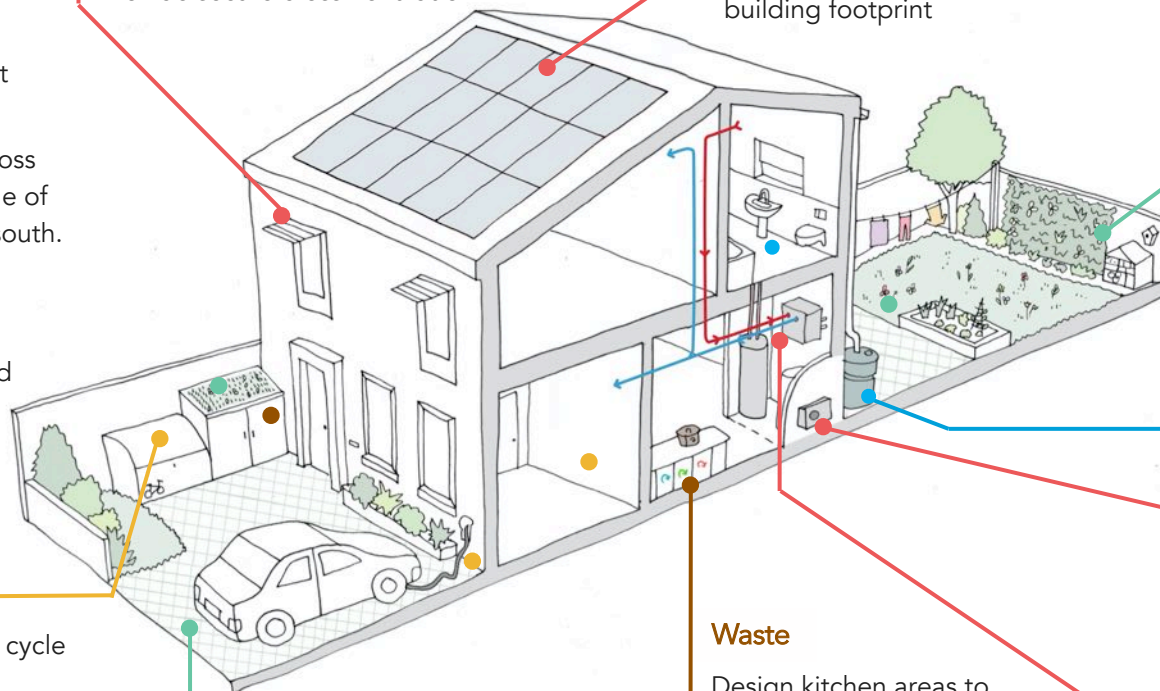
Mechanical Ventilation with Heat Recovery should be utilised to ensure good indoor air quality and energy efficient ventilation.

Flooding

Utilise permeable surfaces wherever possible.
Utilise rainwater collection.
Incorporate living roofs.

Waste

Design kitchen areas to include convenient, adequately sized recyclable and food waste storage.
Provide easy access external waste storage that facilitates efficient collection by refuse vehicles.

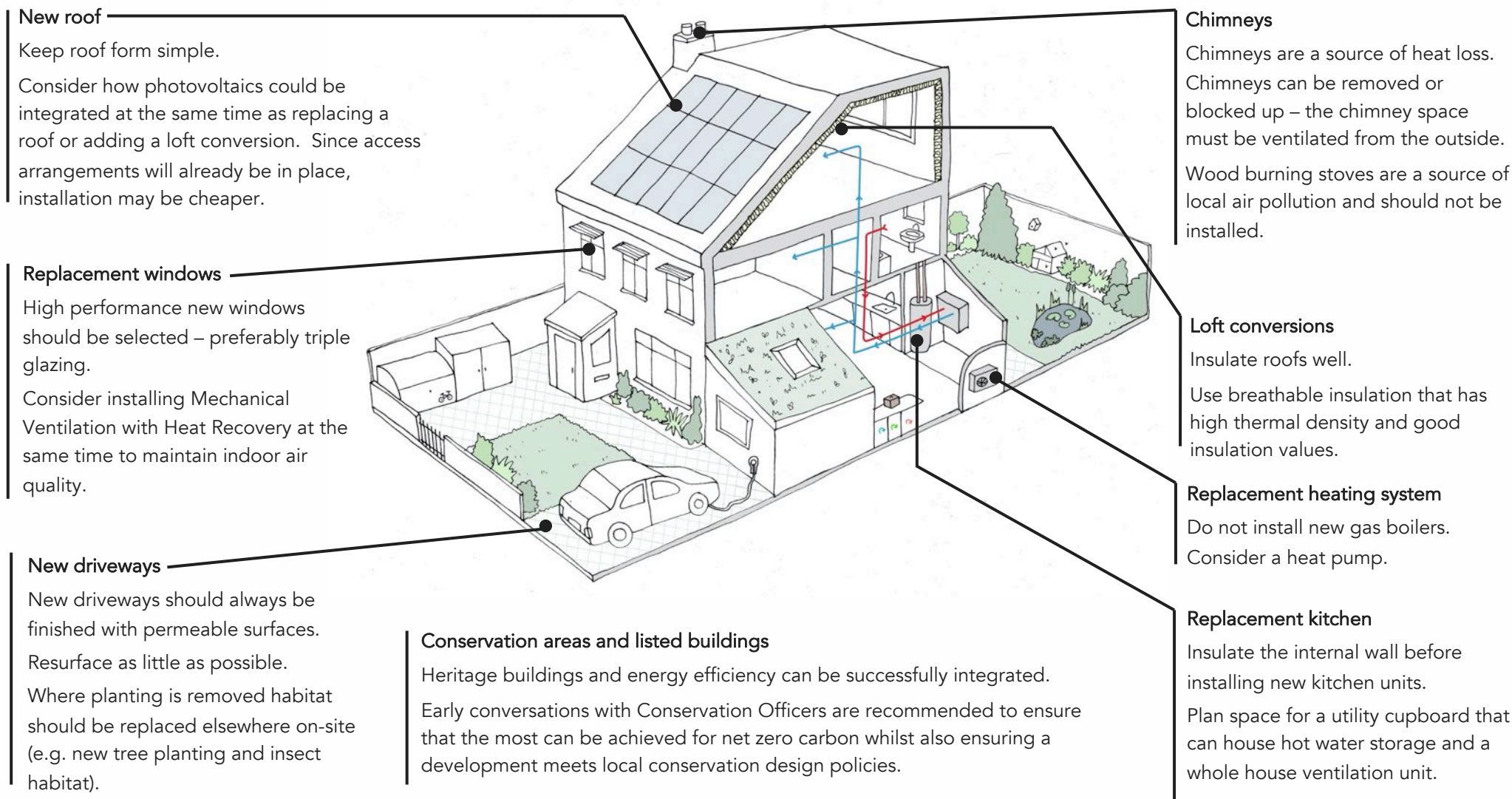


Key measures: Homes - refurbishment and extensions

Refer to new build homes one-page summary for key principles.



All homes will need to decarbonise over the next decade. A decarbonisation plan helps homeowners set their home on a pathway to zero carbon, with clear, staged steps to get there. A Retrofit Co-ordinator will help to develop a bespoke plan using a 'whole-house' approach. Extensions and refurbishment works offer opportunities for improving the environmental performance of a home.



Key guidelines: Non-domestic – new build



New buildings should be built to the zero carbon standard defined by LETI (<https://www.leti.London>).

Orientation

Orientate dwellings to +/- 30° to the south if possible

Form

Choose a compact form to limit heat loss.

Optimise glazing to limit heat loss to the north and take advantage of useful winter solar gain to the south.

Building envelope

Target a space heating demand of less than 5-20 kWh/m²/yr.

Travel

Provide secure, easy to access cycle parking.

Provide facilities for cyclists, including lockers and showers.

Install electric car charging points/hubs.

Priority parking for car sharers

(Larger sites to respond to Connecting Cheltenham and Gloucestershire Local Transport Plan)

Avoiding overheating

Provide shading to windows to limit summertime solar gain

Avoid large expanses of east/west facing glazing

Provide secure cross-ventilation

Renewable energy

Renewable energy generation to match annual energy use or generate 120kWh/yr per m² of building footprint

Roof design should be optimised for renewable energy generation.

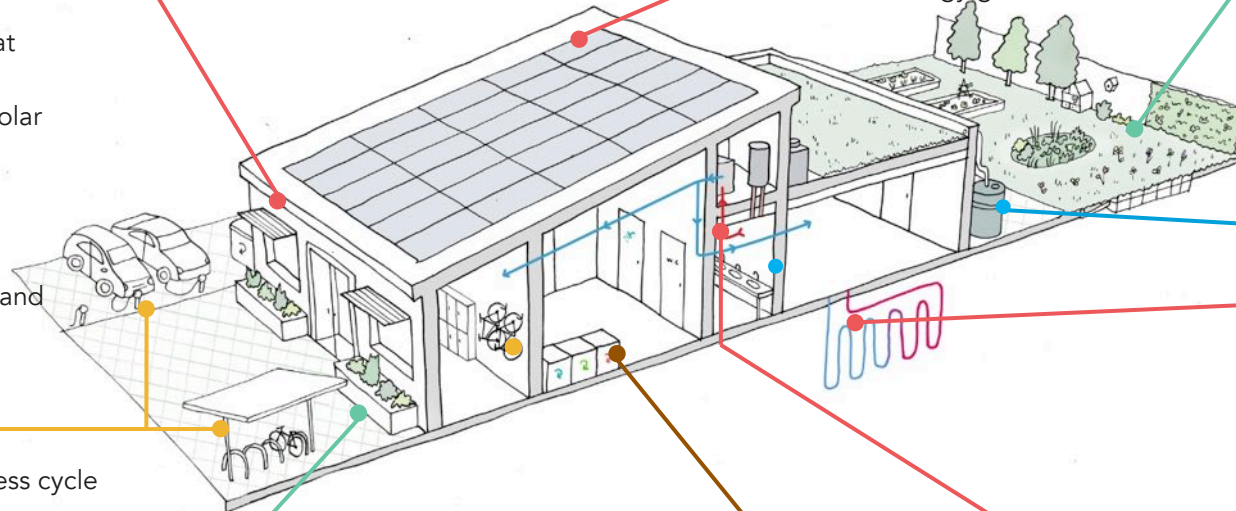
Ecology and biodiversity

Select diverse native species of planting and include living roofs

Create habitat for mammals (such as hedgehogs, as well as bats) and amphibians and reptiles (such as toads and newts) birds and insects.

Water

Specify water efficient fittings. Utilise rainwater collection.



Flooding

Utilise permeable surfaces wherever possible.

Incorporate living roofs and biosolar roofs.

Utilise rainwater collection.

Waste

Design convenient, adequately size storage for recyclable waste, food waste and general waste.

Provide easy access external waste storage that facilitates efficient collection by refuse vehicles.

Low carbon heat

New buildings should not be connected to the gas grid. Low carbon alternatives such as heat pumps should be utilised.

Heat pumps can also be used to provide cooling when required.

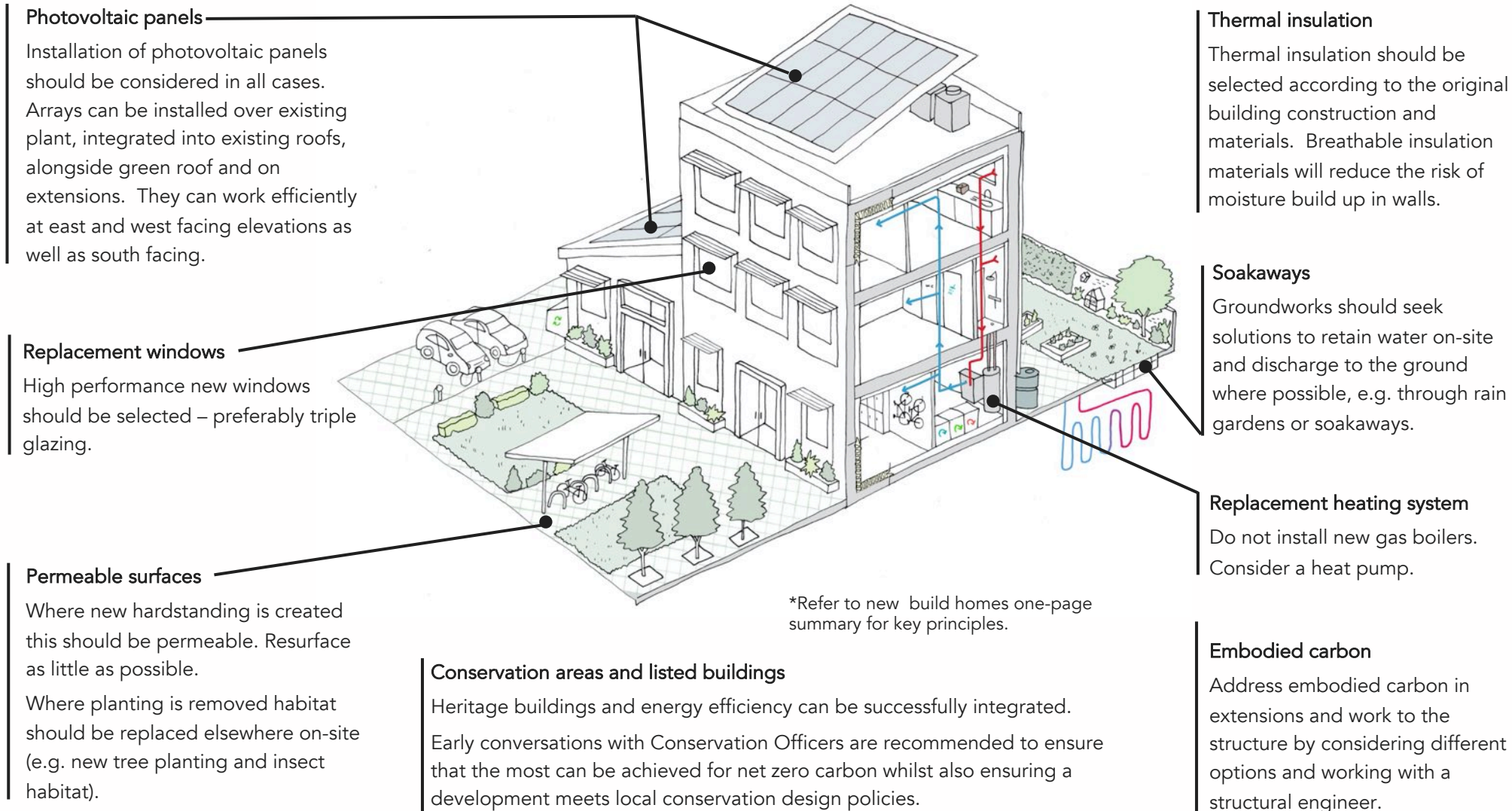
Ventilation

Mechanical Ventilation with Heat Recovery should be utilised to ensure good indoor air quality and energy efficient ventilation.

Key guidelines: Non-domestic - refurbishment and extensions



All existing buildings will need to decarbonise over the next decade. A decarbonisation plan helps building owners set their building on a pathway to zero carbon, with clear staged steps to get there. A Retrofit Co-ordinator will help to develop a bespoke plan using a 'whole-building' approach.





Guidance

This section gives more detail on the different themes presented in the one-page summaries for each building type in the previous section.

Site and orientation

Which direction should the building face?

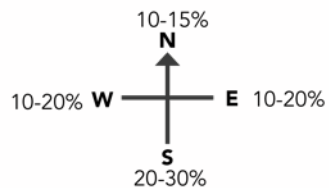
The orientation and massing of the building should be optimised, if possible, to allow useful solar gains and prevent significant overshadowing in winter. Encourage south facing buildings (+/- 30°) with solar shading and prioritise dual aspect. Overshadowing of buildings should be avoided as it reduces the heat gain from the sun in winter.

Overshadowing

Prioritise the south in orientating masterplans, angling the roofs to make the most of PV opportunities to the south. Allow a distance of 1 to 1.5 times the buildings height between buildings to avoid overshadowing and impacting the internal solar gains.

How big should the windows be?

Getting the right glazing-to-wall ratio on each façade is a key feature of energy efficient design. Minimise heat loss to the north (smaller windows) while providing sufficient solar heat gain from the south (larger windows).

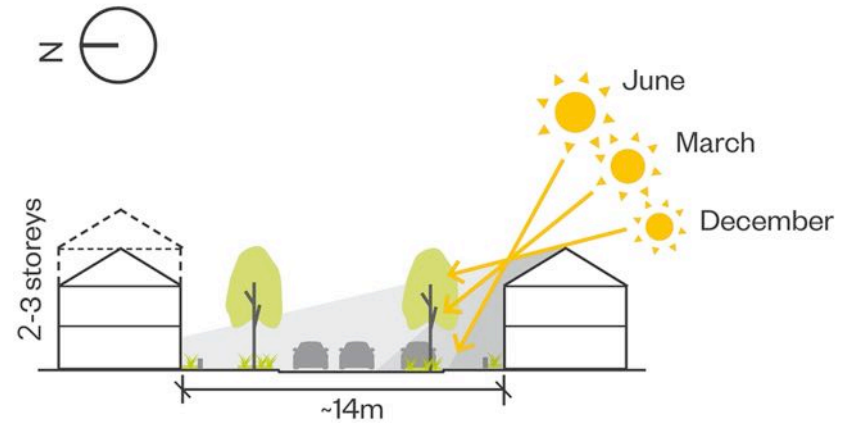


Window Ratio

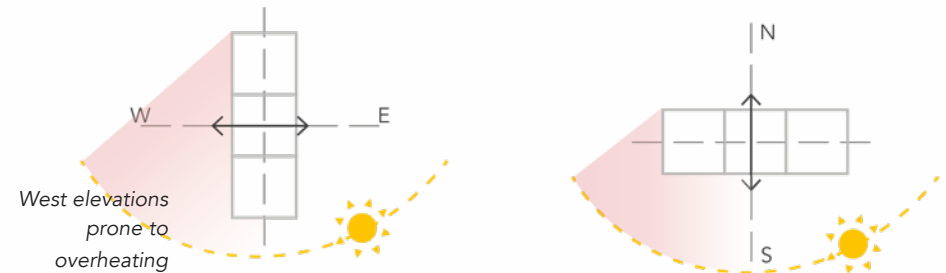
The ratio of windows to external elevation should be in percentage range shown.

Solar Shading

Prioritise occupied spaces with larger windows on the south. It is easier to design fixed shading on the south in summer while allowing heat gains in winter.



Allow a distance of 1-1.5 times the building's height between buildings. Images: Levitt Bernstein Architects.



Inefficient Design - Avoid east west facing as this can mean the building is prone to overheating

Optimised Design - Ideally south facing allows for solar winter gain

Extensions and refurbishments

These principles are also applicable to new extensions to existing homes or other existing buildings.

For retrofit and refurbishments, consider the principles of window shading (p.23) and window proportions (p.19).



Avoiding overheating

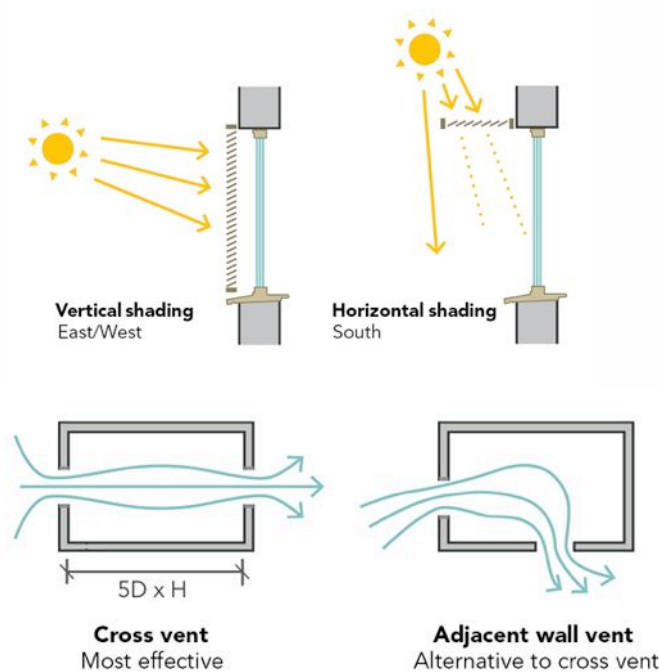
Climate change is already bringing warmer summers with more extreme temperature highs. With this, overheating in buildings is becoming an increasing threat to occupants' health and wellbeing, **particularly for vulnerable people**. In future years, this is set to become even more of an issue.

All developments are therefore required to demonstrate how the risk of overheating has been sufficiently mitigated through good design.

Design out overheating from the start

Overheating is a known risk and **must** be reduced through good design. All developments should:

1. Ensure glazing areas are not excessive i.e. not more than 20-25% of facade on south or west façades.
2. Provide appropriate **external** solar shading. South façades should have horizontal shading over the window and the west façade should ideally have **efficient movable** shading e.g. shutters. **Do not rely on internal blinds – these can be ineffective.**
3. Ensure good levels of secure natural ventilation are possible. Design window openings to take advantage of cross-ventilation (from one side to another) and/or stack ventilation (from bottom to top). Avoid fixed panes and maximise opening areas of windows. Side hung windows typically allow more ventilation than top hung.
4. Select a g-value (the solar factor indicating how much heat is transmitted from the sun) for glass of around 0.5 where possible. **Avoid reducing it too much as this would also reduce free winter solar gains.**
5. Utilise thermal mass in buildings to help dampen temperature swings throughout the day, and work with secure natural ventilation to provide passive night-time cooling
6. Utilise green and blue infrastructure to provide natural cooling to the local environment and reduce the urban heat island effect.



What you should do

- Use the Good Homes Alliance overheating tool and checklist to demonstrate that the design is at low risk of overheating.
- Demonstrate compliance with **the new Part O of the building regulations**, Chartered Institute of Building Services Engineers (CIBSE) Technical Memorandum 59 (TM59) for domestic buildings or TM52 for non-domestic buildings.
- Use the Acoustics and Noise Consultants (ANC) Acoustics, Ventilation and Overheating Guide to find a balanced approach to acoustics, daylight and overheating risk.
- Provide a statement describing all ways in which overheating has been addressed on the development or building.

Design and efficient building form

All developments should achieve space heating demands of 15-20 kWh/m²/yr and achieve a net zero energy balance on-site. Optimising building form can make it easier and cheaper to achieve these targets.

Simple forms are more energy efficient

The building form should be simple and compact. This will reduce the exposed surface area, reducing the amount of heat that is lost through the walls and roof. A simple shape also reduces the number of junctions and corners in the walls and roof, where it can be difficult to make sure that insulation is continuous, and where extra heat can be lost (thermal bridges).

Harnessing energy from the sun for heating

Utilise principles of passive solar design to reduce winter heating load, limit summertime overheating and aid natural ventilation.

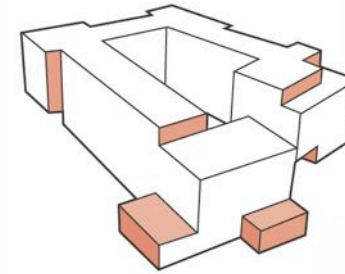
Maximising renewable energy generation

Consider how the building form supports the capture of renewable energy, passive solar gains from the sun, and efficient natural ventilation where possible.

What you should do

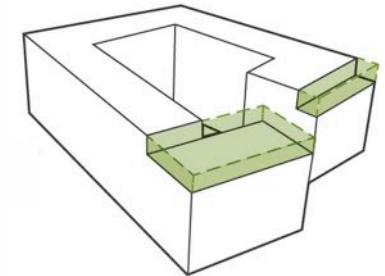
- Keep the form simple and compact.
- Avoid or limit the use of stepped roofs, roof terraces, overhangs and inset balconies as these features will decrease the building's energy efficiency.
- Avoid vertical interruptions to the structure – this will reduce thermal bridging and heat loss.
- Optimise roof design to capture maximum renewable energy.
- Optimise window to wall ratio to balance useful solar gains with heat loss (see page 14).

Less Efficient Form and elevation

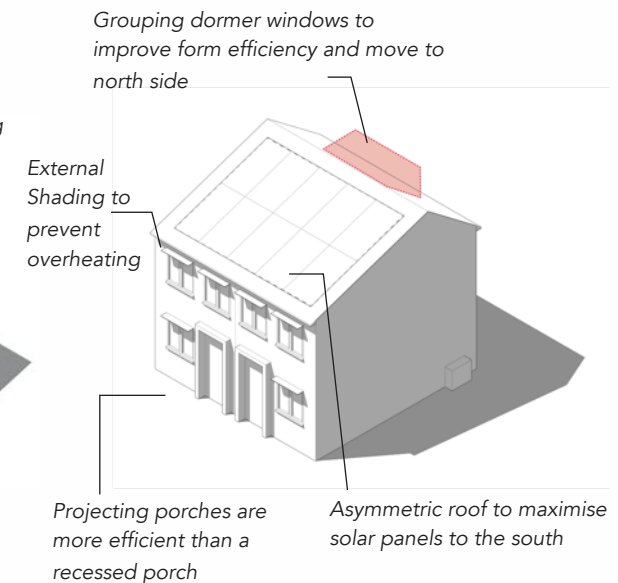
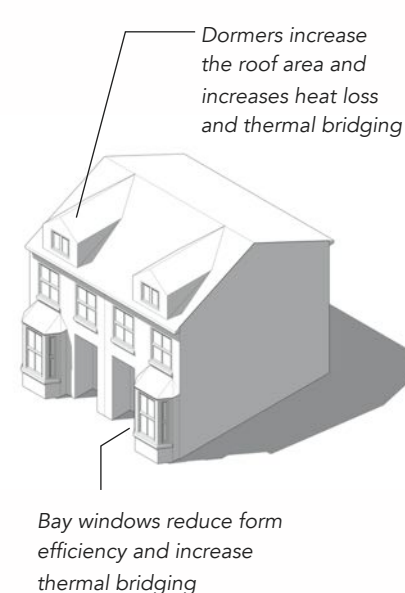


Larger exposed surface area created by step backs and protrusions

Optimised Form



Same building but with a simpler form.



Building fabric, detailing and materials

Reducing heat loss

All developments should achieve the target space heating demand of 15-20 kWh/m²/yr, in order to minimise energy required for heating or cooling buildings (p.13).

This will require excellent levels of insulation and airtightness, and minimal thermal bridging. The building fabric specifications listed on the right can be used as a guide. Appropriate specification of material and careful detailing will also be required.

Insulation standards, or U-values (W/m².K), are a measure of how well heat passes through an element. The lower the u-value the better the insulator.

Thermal bridging is where a building component allows significantly more heat to travel through it than the materials surrounding it. This can create "cold" spots and sources of heat loss and mould.

Airtightness (m³/h/m²) is a measure of the leakiness of a building and how much air passes between different building elements and junctions. This uncontrolled ventilation leads to heat loss.

Thermal mass

Thermal mass also plays a big part in thermal comfort. Thermal mass (such as brick or blockwork) inside the building helps to stabilise internal temperatures throughout the day. Lightweight buildings with little thermal mass will be subject to larger temperature swings.

Sustainable Sourcing

Choose materials that have certification from the Forest Stewardship Council (FSC), the Programme for Endorsement of Forest Certification (PEFC), ISO 14001 (Environmental Standard), BES 6001 Framework for Responsible Sourcing, CARES steel certification.

Indicative u-values to achieve a space heating demand of 15-20 kWh/m²/yr

| | New housing | Retrofit | Non-domestic |
|------------------|---------------------------------------|---------------------------------------|------------------------------------------------------------------------------------|
| Roof | 0.100 W/m ² .K | 0.12 W/m ² .K | There are too many variables in non-domestic buildings to give indicative u-values |
| Walls | 0.100 W/m ² .K | 0.18 W/m ² .K | |
| Ground floor | 0.100 W/m ² .K | 0.15 W/m ² .K | |
| Airtightness | <1.0 m ³ /h/m ² | <3.0 m ³ /h/m ² | |
| Thermal bridging | 2 kWh/m ² /yr | 0.1 W/m.K | |
| Windows | 0.8 W/m ² .K | 1.0 W/m ² .K | |
| Doors | 1.0 W/m ² .K | 1.0 W/m ² .K | |

Notes:

U-values are indicative of specifications required for a semi-detached house to meet LETI space heating demand targets. Better u-values would be required for detached houses and bungalows. Poorer u-values would be acceptable for flats and terraced houses.

Refurbishments

Existing buildings can be retrofitted to improve thermal performance. Care should be taken to select the right materials to ensure moisture can pass freely through the building element and not get trapped. More information on this can be found in the Forest of Dean, Cotswold and West Oxfordshire District Council's [Net Zero Carbon Toolkit](#).

By selecting insulation with some thermal mass (e.g. wood fibre board) temperature variations throughout the day can be moderated.



Ventilation & airtightness

All developments should achieve a space heating demand of 15-20 kWh/m²/yr. To achieve this level it will be necessary to achieve excellent levels of air-tightness and employ Mechanical Ventilation with Heat Recovery (MVHR).

Controlled air flow through good airtightness

The key to energy efficient ventilation in all buildings is being in control of where, when and how air flows through a building. This starts with very good airtightness to limit any uncontrolled infiltration. Trickle vents should be avoided as they do not control infiltration. Practical guidance on how to achieve good levels of airtightness can be found in the Cotswold District Council's [Net Zero Carbon Toolkit](#).

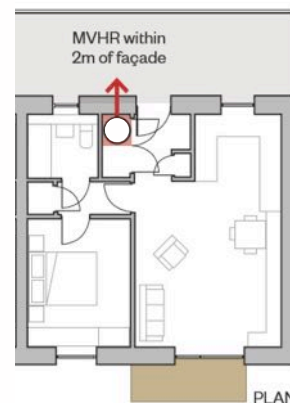
Controlled ventilation with heat recovery

A key component to energy efficient, airtight homes is Mechanical Ventilation with Heat Recovery (MVHR). MVHR is suitable for all building types. Long used in non-domestic buildings, it is increasingly used in homes to ensure good indoor air quality and to remove and replace stale air in an energy efficient manner.

MVHR units supply air into occupied spaces, and extract air from circulation spaces, or kitchen and bathroom spaces in the case of homes, it does this using very little energy and recovers heat energy from outgoing air.

Units should be positioned close to an external wall to prevent heat loss from the ductwork that connects to the outside. These ducts should be accurately fitted with adequate insulation to prevent heat loss, and generally ductwork should avoid having sharp bends which could affect pressure loss and flow.

MVHR units include filters that must be changed regularly (usually at least once per year but check the manufacturer's instructions).



Key requirements for a good MVHR system

| | |
|---------------------------------|-------------------------------------|
| Distance from external wall | <2m |
| Specific fan power | <0.85 W/l/s |
| Heat recovery | >90% |
| Thickness of duct insulation mm | >25mm |
| Certification | Passivhaus Certified |
| Maintenance | Easy access for filter replacement. |

MVHR systems are an effective way of providing ventilation to airtight homes.

The unit should be located within 2m of the façade (Source: Levitt Bernstein + Etude)

Development specific considerations

Existing buildings

Where airtightness is improved through replacement of windows or doors, mechanical ventilation with heat recovery should be installed to reduce the risk of condensation building up which can lead to damp, mould and poor indoor air quality.

Non-domestic buildings

Natural ventilation should be considered for times when ventilation is required without heating or cooling demands. However, if a building is heated or cooled all through the year, the building should rely on mechanical ventilation in order that opening windows do not conflict with heating or cooling modes.



Low carbon heat

All new buildings should utilise low carbon heat for heating and hot water. No new developments should be connected to the gas grid.

All existing buildings should replace fossil fuel based systems with low carbon heat alternatives as a matter of priority.

Net Zero carbon buildings do not burn fossil fuels for energy. Low carbon alternatives that are available now include Air Source Heat Pumps and Direct Electric heating. The electricity needed to power these systems needs to be met through on-site renewables as far as possible, and the remainder through grid electricity, which is becoming increasingly decarbonised.

Heat pumps are the most energy efficient means of heating

Heat pumps can provide both space heating and domestic hot water and can serve individual homes and buildings or communal heating systems. Over the course of their lifetime they will emit just 20% of the carbon a gas boiler would. They are a solution for all building types at all scales.

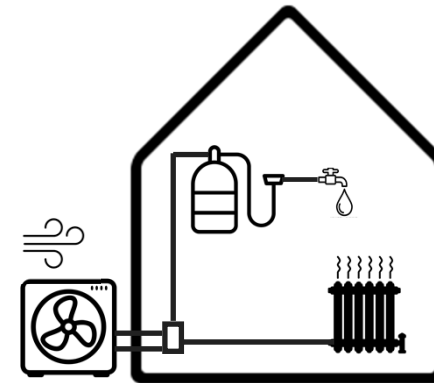
Direct electric heating

Direct electric heating systems will also emit less carbon than a gas boiler, however it will use around 3x more energy (and carbon) than a heat pump and will cost more to run.

District and communal heating

Where heat networks are proposed, applications will need to be accompanied by:

- An assessment of the advantages of a communal system vs individual systems.
- An accurate assessment of distribution heat losses
- A long term strategy for the sustainable supply of low carbon fuel.



A typical air source heat pump system. The heat pump is located on external wall gathers heat from surrounding air. The heat pump alternates between providing space heating and hot water in the dwellings.

Development specific considerations

Retrofitting heat pumps in existing buildings

Air Source Heat Pumps can be retrofitted into existing buildings if there is a suitable location for the outdoor unit. Heat pumps run best at lower temperatures (around 35-45 °C) and are suited to underfloor heating and larger radiators. However, existing radiators may be sufficient if the building is moderately energy efficient. If the existing building has poor energy efficiency, improvements should also be made to the building fabric, as part of a considered whole house retrofit plan.

If a gas boiler is being replaced during an extension or refurbishment replace with an Air Source Heat Pump.

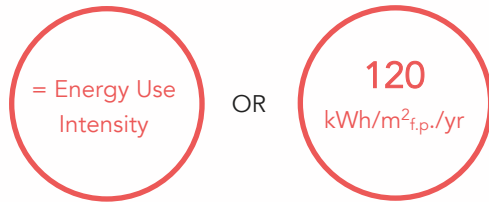
Other forms of low carbon heat

Wood or other biofuel may be considered on a case by case basis but are generally discouraged due to difficulties of sustainably sourced fuel and negative impacts on air quality and health.

Renewable energy

Electricity demand is set to roughly double by 2050. The UK needs to decarbonise its power supplies in parallel with keeping up with this increasing demand. The provision of renewable energy within new development is therefore a vital contribution. It also provides benefits to occupants such as cheap energy and the ability to charge electric vehicles.

All developments should achieve an energy balance on-site – that is, renewable energy generation should be equal to or greater than the development's energy consumption (or energy use intensity) over the course of a year. If this is not possible, renewable energy generation should be at least $120 \text{ kWh/m}^2_{\text{footprint}}/\text{yr}$.



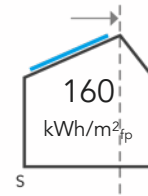
Solar photovoltaics (PV) are ideally suited to buildings

Solar photovoltaic (PV) panels generate electricity when exposed to sunlight. They are the most appropriate form of renewable energy generation for a building as they are a simple, mature and durable technology and can be installed on both roofs and suitable facades.

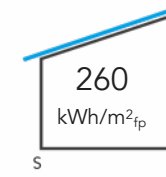
In the UK it is generally possible for blocks of flats up to six storeys in height to achieve a net zero energy balance on site through the use of rooftop solar PV arrays, heat pumps and efficient building fabric.

Roof design maximises solar photovoltaic energy generation

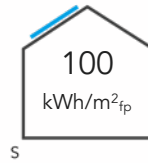
Solar photovoltaics should be considered at the very earliest of design stages in order that the roof shape and orientation is optimised to maximise solar photovoltaic output and returns for occupants. How well a roof is designed and utilised will need to be calculated and expressed in kWh of energy generated per m^2 of building footprint.



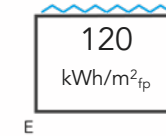
North South
Asymmetric pitch roof with a majority south facing roof



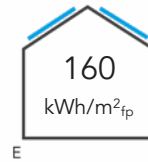
North South
Monopitch roof with a majority south facing roof



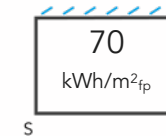
North South
Pitch roof with a south facing roof



East West
Flat roof with a east/west concertina PV array



East West
Pitch roof with a majority east/west facing roof



North South
Flat roof with an angled south PV array

Roof design can be optimised to maximise energy output from photovoltaics. How well the roof space is utilised can be expressed in kWh generated per m^2 of building footprint ($\text{kWh/m}^2_{\text{fp}}$)

Images: Levitt Bernstein Architects

Development specific considerations

Large scale developments

Community wind turbines may be suitable for large scale developments and will be considered on a case by case basis.

Existing buildings, conservation and heritage

Solar photovoltaic arrays are suitable for both new and existing buildings. Listed buildings and conservation areas should seek the advice of the Conservation Officer.



Water efficiency and domestic hot water

Water is a precious resource and pressure on water supplies is increasing. Climate change is bringing unpredictable patterns of precipitation putting further stress on resources. It's vital that all buildings use water efficiently.

All developments should exceed the minimum building regulations requirements. For residential buildings, water use should achieve the RIBA 2030 Climate Challenge target for residential buildings and water consumption of <105 l/p/d.

105
l/p/d

What you should do

- **Reduce flow rates** - The AECB water standards (opposite) provide clear guidance on sensible flow rates for showers and taps in low energy buildings.
- **Reduce distribution losses** - All pipework must be insulated and designed to ensure there are no 'dead legs' containing more than 1 litre. Tapping points (e.g. taps, shower connections) should be clustered near the hot water source.
- **Insulate to minimise losses from hot water tanks** - the standby losses of hot water tanks are highly variable, and can have a significant impact on overall energy use. Target a hot water tank heat loss of less than 1 kWh/day equivalent to 0.75 W/K.
- **Install waste water heat recovery systems in shower drains** - A simple technology that recovers heat from hot water as it is drained. Vertical systems can recover up to 60% of heat, horizontal systems 25-40%.
- **Consider water recycling** - This is the process of treating waste water and reusing it, it can be used for large portions of potable water use.

| Appliance / Fitting | AECB Good Practice Fittings Standard |
|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Showers | 6 to 8 l/min measured at installation. Mixer to have separate control of flow and temperature although this can be achieved with a single lever with 2 degrees of freedom (lift to increase flow, rotate to alter temperature). All mixers to have clear indication of hot and cold, and with hot tap or lever position to the left where relevant. |
| Basin taps | 4 to 6 l/min measured at installation (per pillar tap or per mixer outlet). All mixers to have clear indication of hot and cold with hot tap or lever position to the left. |
| Kitchen sink taps | 6 to 8 l/min measured at installation. All mixers to have clear indication of hot and cold with hot tap or lever position to the left. |
| WCs | ≤ 6 l full flush when flushed with the water supply connected. All domestic installations to be dual flush. All valve-flush (as opposed to siphon mechanism). WCs to be fitted with an easily accessible, quarter turn isolating valve with a hand-operated lever. Where a valve-flush WC is installed, the Home User Guide must include information on testing for leaks and subsequent repair. |
| Baths | ≤ 180 litres measured to the centre line of overflow without allowing for the displacement of a person. Note that some product catalogues subtract the volume of an average bather. A shower must also be available. If this is over the bath then it must be suitable for stand-up showering with a suitable screen or curtain. |

Refer to the full [AECB document](#) for more information.



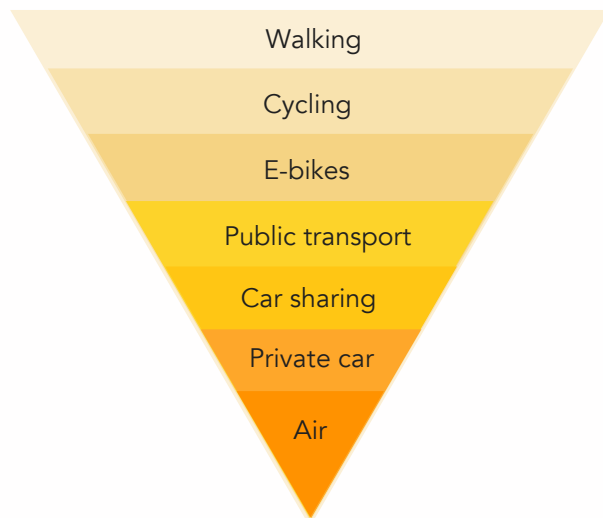
Transport & travel

Transport contributes 24% of Cheltenham's CO₂ emissions - and almost all of these are from road transport. This proportion is growing year on year: as other sectors are decarbonising, emissions from transport have remained static since 2010.

All development proposals are expected to seek betterment over minimum requirements and support shifts in transport and travel behaviour towards the sustainable transport hierarchy below. Proposals should review the wider context of their site and provide strong and continuous links to existing footpaths, cycle routes and public transport nodes.

This has multiple benefits beyond saving energy and carbon: improved local air quality; health and wellbeing benefits from being more active; greater potential for social interactions and facilitating a car free life.

Development proposals should also demonstrate flexibility to respond to changing modal shifts in future years.



The Transport Hierarchy - applications should prioritise the modes of transport in the order they appear in the transport hierarchy, in the design and amenity provided in developments.

What you should do

Small scale sites (single homes, individual buildings) should provide:

- Convenient, secure, well-lit and covered cycle storage in accordance with BREEAM or Code for Sustainable Homes standards as a minimum.
- Facilities for cyclists, including lockers, showers and changing space should be provided in medium and large non-domestic developments.
- All parking spaces to be provided with electric car charging points
- The Transport for New Homes checklist should be submitted with each application <https://www.transportfornewhomes.org.uk/wp-content/uploads/2019/10/checklist.pdf>.

Medium and large scale sites

Development proposals will be required to demonstrate how they will:

- Enable sustainable travel choices. Integrate high quality travel and transport infrastructure with consideration of and connection to walking, cycling and public transport routes beyond the site.
- Create open and permeable networks of streets and connected networks of green, off-road routes.
- Create direct connections to existing communities and facilities.
- Slow vehicle speeds (20mph) in all residential developments.
- Innovative and future flexible approaches to parking should be sought, including shared parking courts, shared parking between employment and residential uses and electric charging points in all parking spaces.
- Large expanses of surface parking will not be permitted.
- A full and comprehensive Transport Assessment and Travel Plan will be required to support the proposals.



Flooding

A key impact of climate change for Cheltenham will be an increase in the frequency and severity of flood events. Cheltenham is already vulnerable to surface water flooding and has several areas at risk of flooding from the rivers like the Chelt. Overwhelmed drainage systems will also pose an increasing problem. It should be considered that all development, both existing and new, will be at risk of flooding in the future.

Therefore all developments should seek to:

- Ensure new development doesn't increase flood risk onsite or cumulatively elsewhere and to seek betterment over the minimum requirements wherever possible.
- Design buildings, streets and open spaces that are resilient to flooding, utilising flood resilient construction and implementing flood mitigation measures.
- Work with the natural landscape and its features to reduce the risk of flooding (not only on-site but also beyond the site) including Natural Flood Management (NFM) techniques
- Control the flow of water on-site through the use of Sustainable Urban Drainage Systems (SuDS) and take a creative approach to reduce the long-term risk of flooding and enable environments to absorb water.
- Maximise opportunities for betterment of water quality, amenity and biodiversity.

Further information

- [The SuDS Manual \(C753\), CIRIA](#)
- [Susdrain, Delivering SuDS \(including retrofitting SuDS\)](#)

Flood risk management hierarchy

| | |
|----------|-----------------------------------------------------------------------------------------------------------------|
| Assess | Provide an appropriate flood risk assessment |
| Avoid | Avoid development in areas of high risk of flooding. Do not increase the risk of flooding on-site or elsewhere. |
| Control | Incorporate SuDS design |
| Mitigate | Employ flood resilient construction |

What you should do

SuDs should be utilised on every site, considered at every scale and designed in from the beginning of a project.

- Slow the flow – through planting hedgerows, trees, buffer strips.
- Store water – through rainwater harvesting, green roofs, permeable paving, bioretention systems (e.g. rain gardens), trees, swales, ponds, wetlands, detention basins, infiltration basins, soakaways
- Increase infiltration – through improving soil structure, creating permeable surfaces.
- Intercept rainfall - Vegetation, especially tree leaves, intercept rainfall so it doesn't reach the ground.
- Ensure floor levels are more than 600mm above the flood level predicted for a 1:100 year flood event (plus climate change).
- Utilise flood resilient materials and construction methods that allow a building to recover more quickly after a flood.
- Provide safe access and egress routes above the predicted flood level.
- Large areas of impermeable hardstanding should be avoided.



Ecology and biodiversity

All proposals need to protect existing and enhance future biodiversity value. This should be considered with due regard for proportionality and the scale of development, but in all cases high quality, resilient and contextually appropriate ecological and green infrastructure should be the outcome of design.

Connectivity – Provide ecological habitats that build upon existing networks, create new stepping stones and corridors that increase connectivity allowing wildlife places to forage and shelter and routes along which to travel.

Context – Assess the natural capital in the site. Applications will be assessed on how well existing habitats and features have been preserved and enhanced.

Diversity and complexity - Create diverse, complex and locally appropriate habitats.

Wellbeing - Design multifunctional green infrastructure that supports the health and wellbeing of people through creating space for active travel, recreation, and connection with others and with nature.

Nature recovery - Create habitats that positively enhance biodiversity contributing to the Nature Recovery Network, successfully delivering biodiversity net gain.

Resilience – Design green infrastructure and select species with consideration to their resilience to the effects of climate change and long term sustainability in mind. Planting should not require irrigation.

What you should do

Biodiversity Net Gain (BNG)

Apply the BNG mitigation hierarchy: avoidance; minimisation and compensation. Where BNG cannot be delivered onsite, contact the Gloucestershire Nature and Climate Fund (<http://glosnature.com>) for support with a suitable off-site strategy as compensation.

Small scale sites (single homes, individual buildings) should show evidence of considerations made, such as:

- Bird & bat boxes / bricks
- Gaps in fences
- Insect habitats
- Native trees, shrubs and flowers
- Ponds
- Green roofs
- Grasscrete driveways

Large scale sites as above, plus:

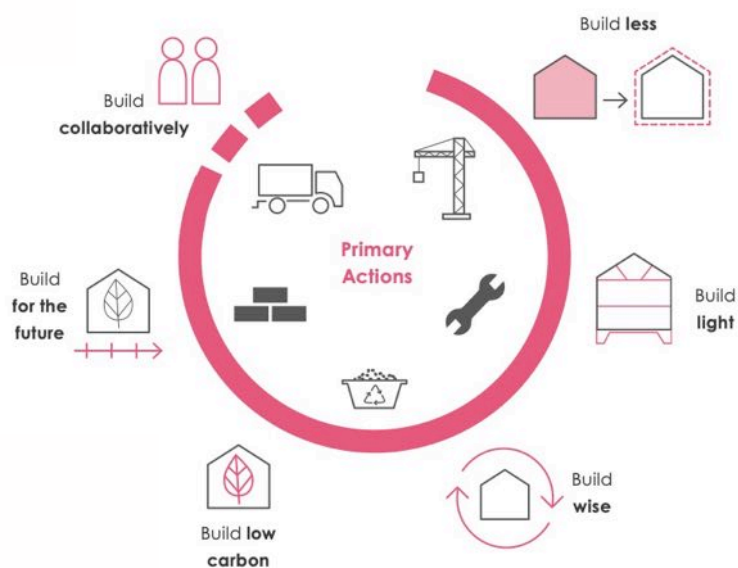
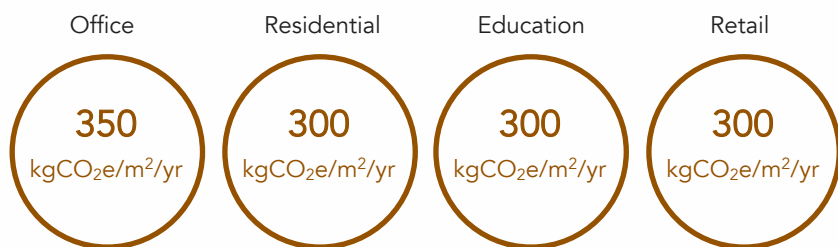
- Incorporate Building with Nature principles, helping to shape multifunctional green infrastructure for people and nature (www.buildingwithnature.org.uk).
- Assess the existing ecological value of a site to determine the presence of UK protected and priority habitats and species. Consult the Gloucestershire Centre for Environmental Records (www.qcer.co.uk) for local records.
- Protect and enhance existing features for biodiversity, ensuring local baseline and opportunity maps for the Nature Recovery Network are used to plan wider ecological objectives going beyond the site.
- Proposals should include an assessment of existing and proposed natural capital assets (www.naturalcapital.qcerdata.com).
- Include blue infrastructure such as ponds, lakes, streams, rivers to enhance biodiversity, manage flood risk and provide amenity.



Embodied carbon

Upfront embodied carbon includes the carbon emissions associated with the extraction and processing of materials, energy use in the factories and transport as well as the construction of the building. As buildings decarbonise their energy use, embodied carbon becomes an increasingly significant source of emissions to tackle.

All developments should seek to minimise upfront embodied carbon and monitor progress against the following targets as per [LETI guidance](#).



Primary actions for reducing embodied carbon. Image from LETI.

What you should do

1 Refurbishment over new build

Only build new when existing homes cannot be reused or refurbished.

2 Lean design

Structural: Design structure for 100% utilisation. Use bespoke loading assumptions, avoid rules of thumb. Reduce spans and overhangs.

Architectural: Use self-finishing internal surfaces. Reduce the quantity of metal studs and frames.

Building services: Target passive measures (e.g. improved fabric) to reduce the amount of services. Reduce long duct runs, specify low Global Warming Potential (GWP) refrigerant (max. 150) and ensure low leakage rate.

3 Material and product choice

Prioritise materials that are reused, reclaimed or natural from local areas and sustainable sources and that are durable. If not available use materials with a high recycled content. Use the following material hierarchy to inform material choice particularly for the building structure;

1. Natural materials e.g. timber
2. Concrete and masonry
3. Light gauge/Cold rolled steel
4. Hot rolled steel

Ask manufacturers for Environmental Product Declarations (EPD) and compare the impacts between products in accordance with BS EN 15804

4 Housing adaptation & flexibility

Allow for flexibility and consider how a layout may be adapted in the future.

5 Easy access for maintenance

Maintained equipment will last longer.

6 Design for disassembly

Consider disassembly to allow for reuse at the end of life of the building. Create material passports for elements of the building to improve the ability of disassembled elements to be reused.



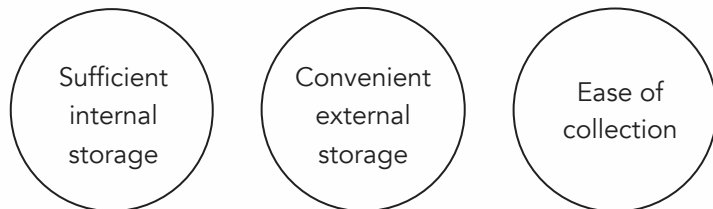
Waste

The appropriate management of waste can reduce Cheltenham's impact on climate change. There are three areas in the design and construction process of a development where waste-hierarchy principles must be applied to reduce this impact effectively. Proposals need to explain how steps have been taken to prevent, reuse, recycle, recover waste as follows:

1. In the design of recycling storage in both new and existing buildings.
2. In the sourcing and selection of building and construction materials.
3. In the management of waste through the construction process.

Key considerations in the design of recycling storage

- Provide dedicated, practical and sufficient space for sorting and storing of different waste streams: food waste, recyclable waste, garden waste and general waste.
- Provide dedicated, practical and sufficient space outside for storing different waste streams until collection.
- Ensure ease of access to external waste storage for residents and building users.
- Enable ease of collection by refuse lorries by providing sufficient access and appropriate areas for turning where necessary.



What you should do

Apply circular economy principles

In selecting materials, products and systems for a development, there are two considerations. First is how these are sourced, second is how they can be successfully reused, repaired, refurbished and recycled through their serviceable life. Achieving this will lead to a circular economy in construction.

Develop a construction waste management plan

Waste and water consumption should be minimised throughout construction. A plan should both contain target rates for recycling and define processes to manage different waste streams. This plan should also contain a commitment to preventing any biodegradable waste going to landfill.

Integrate recycling storage

Domestic extensions - Consider improving storage space for recyclable waste as part of a kitchen re-design or addition of a utility room.

Non-domestic buildings - Provide clearly labelled bins and dedicated areas for waste recycling. Calculate predicted waste streams and provide sufficient, labelled waste storage in bin stores before waste collection.

Large developments and flats - Consider use of accessible, communal underground waste storage for efficient storage of waste.



Heritage buildings and conservation areas

New development

Designing a new building or development to standards of net zero carbon can be done sensitively within a historic setting: the contemporary becoming a distinct and celebrated feature sitting alongside the traditional.

The architectural drawings for new development should consider form and the materials selected in their design for a building to be acceptable within the context of a sensitive setting.

Early conversations with Conservation Officers are recommended to ensure that the most can be achieved for net zero carbon whilst also ensuring a development meets local conservation design policies.

Retrofitting historic buildings

Changes to the historic environment can be managed and a balance found that meets objectives for both conservation and climate change.

Start a project with an understanding of a building's age, nature and characteristics and the particular features of heritage value and significance that will require conservation. This information is needed in the early stages of design so that a retrofit project can be planned responsibly and sensitively.

Use PAS (Publicly Available Specification) 2035 as a retrofit standard, working with an accredited Retrofit Co-ordinator, to ensure your project can reach its goals for net zero carbon. A Retrofit Co-ordinator will help to develop a bespoke plan using a 'fabric-first' and 'whole-house' approach.

Energy-efficiency measures should be selected to conserve and protect the existing fabric and building features and low-carbon heating and renewable energy generation should be sited to minimise their visual impact on the surrounding setting.

Energy efficiency

Insulation can be added to pitched roofs, rafters and flat roofs: consideration should be given to existing eaves and abutments.

Solid wall, early-cavity wall, timber-frame walls and floors can all be insulated using the correct materials and methods, good detailing and high standards.

The thermal performance of windows can be enhanced through careful restoration, draught proofing and secondary glazing. Where windows need replacing, liaise with the Conservation Officer to ensure this is done sensitively. This is especially important in the case of listed buildings.

When planning energy-efficiency measures, ensure there is adequate ventilation to minimise condensation and reduce risk of damp.

Renewable energy generation and Solar PV

Solar PV should be positioned - in terms of pitch and orientation - to maximise its efficiencies for renewable energy generation. The siting of Solar PV should be well considered to minimise visual impact. In recent years, Solar PV has become an accepted addition within the historic environment as a contrasting feature that serves to illustrate a building's continued life story as it moves into the modern world.

Further guidance

Historic England have produced guidance on a variety of energy efficiency and renewable energy interventions for historic buildings and conservation areas - [Historic England, Energy Efficiency and historic buildings](#).



Case studies for new build

Ultra low energy design is fast becoming the new normal

Many self builders and developers are choosing to go beyond building regulations for energy efficiency because it makes sense. Not only can low energy building be cheaper to run, they can be easier and cheaper to maintain and crucially, will not need further expensive retrofit in the future.

Beautiful and efficient homes

Lark Rise in the Chiltern Hills is certified to Passivhaus Plus standards. It is entirely electric, and generates 2.5 times as much energy as it consumes in a year. Careful optimised design has meant that it has a mostly glazed facade, minimal heat demand and stable temperatures over summer months.

Passivhaus/Ultra-low energy can be delivered at scale

Developers are building Passivhaus at scale. Example developments include Springfield Meadows in Oxfordshire, which delivered social and private housing to exemplary standards, including ultra energy efficient fabric with low embodied carbon and nature based solutions to landscaping and SuDS. Other examples include a mixture of houses and flats at Wimbish, Essex (where the average heating costs for the houses are £130/year), Goldsmith Street in Norwich, Agar Grove in Camden and many other developments across the Country.

All types and scales of buildings can be low energy

There are many examples of low energy non-domestic buildings. Oak Meadow Primary School in Wolverhampton was one of the first PassivHaus certified schools in the UK. Large windows allow for useful solar heating in the winter, while external shading limits overheating in the summer. Spaces are ventilated through openable windows and ventilation panels in the summer, and with the mechanical ventilation system with heat recovery in the winter.



Lark Rise, Chiltern Hills.
Passivhaus Plus certified.
(Source: Bere:architects)



Springfield Meadows
(Source: Greencore construction with Bioregional)



Oak Meadow Primary School
(Source: Architype)

Case studies for refurbishment

80% House, East London

The 80% house, a regency terrace house in East London, underwent a retrofit for energy efficiency in 2008 with no detriment to the external aesthetic of the house. The house features internal wall insulation, cavity wall insulation at the rear with reclaimed bricks, roof insulation, mechanical ventilation with heat recovery and photovoltaic panels. The house achieved an 80% reduction in carbon emissions.



80% House, East London

(Source: Prewitt Bizeley Architects)

47 Greenleaf Road, Waltham Forest

Waltham Forest Council identified 47 Greenleaf Road for a pilot project for retrofit in the area. It underwent a retrofit for energy efficiency and realised a 54% reduction in energy required for heating. The property features external wall insulation at the side and the rear, internal wall insulation at the front, roof and floor insulation, new double glazing, a mechanical ventilation system with heat recovery. The heating system was replaced with an air source heat pump, and photovoltaic panels were installed.



47 Greenleaf Road

(Source: Waltham Forest Council)

New Court, Trinity College, Cambridge

New Court, Trinity College Cambridge is a Grade I listed building that underwent a sensitive retrofit to improve energy performance and comfort. The retrofit realised an 88% reduction in carbon emissions, and a 75% reduction in energy demand. It features internal wall insulation, low temperature underfloor heating and a new mechanical ventilation system with heat recovery.



New Court, Trinity College Cambridge. Grade I listed

(Source: CIBSE Journal)



Climate Change Checklist

The Council will consider all planning applications using the SPD as a material consideration in their determination. Applicants are expected to implement local guidance and demonstrate alignment with these standards as part of the design and development of their proposals.

Energy efficiency

- Have you maximised opportunities for natural solar gain and natural ventilation and minimised overheating risk through passive design and attention to building location, orientation and form?
- Have you designed the fabric of the building to be ultra-low in energy demand, achieving KPIs for space heating demand (kWh/m²/yr) and energy use intensity (kWh/m²/yr)?

Low carbon heat

- Will the building be fossil-fuel free with low-carbon heat source independent of the gas network?

Renewable energy

- Has the design and shape of the roof been optimised for maximum output of a photovoltaic array?
- Does the building achieve a net zero-operational carbon balance and deliver 100% of its entire predicted energy consumption using renewables on-site?

Water

- For dwellings: have water-efficiency measures been incorporated and will fixtures and fittings be specified to achieve water consumption of <105 l/p/d?

Transport & Travel

Reduced travel:

- Have you made provision for home working in residential buildings?
- Is shared mobility encouraged within your transport plans for non-domestic buildings?

Active travel:

- Have you enabled sustainable travel choices with connections for cycling, walking and public transport, providing cycle parking and facilities to levels that sufficiently meets the needs of building occupants?

Low-carbon transport infrastructure:

- Have you provided active charging infrastructure for electric vehicles, meeting standards and sufficient for the needs of building occupants?

Prevention of Flooding

- Have you carried out a flood risk assessment to ensure your development avoids areas at high risk of flooding?
- Have measures to reduce flood risk been included in your proposals and are these designed using nature-based solutions and methods of sustainable urban drainage?

Ecology and biodiversity

- Do you know what ecology and biodiversity are on your site and beyond it, and have you taken steps to both preserve what is already there and enhance ecological value in the future?

Embodied carbon

- Have you minimised embodied carbon in the design of the building and in the selection of materials for its construction?
- Do your assessments of embodied carbon meet LETI targets and take full account of all construction elements including substructure, superstructure, mechanical, electrical and plumbing, products and finishes?

Waste

- Do you provide adequate space, both inside and outside the building, for waste recycling and storage?
- Have you incorporated targets and site management processes to minimise water consumption through construction and minimise and recycle waste, reducing waste going to landfill?



Responding to our policies

The matrix below indicates which local policies relate to what guidance within this SPD.

| | Key Performance Indicators | Site orientation and shading | Avoiding overheating | Form | Fabric, detailing and materials | Ventilation | Low carbon heat | Renewable energy | Water efficiency | Transport | Flooding | Ecology and biodiversity | Embodied carbon | Waste |
|-----------------------------------------|----------------------------|------------------------------|----------------------|------|---------------------------------|-------------|-----------------|------------------|------------------|-----------|----------|--------------------------|-----------------|-------|
| Joint Core Strategy 2011-2031 | | | | | | | | | | | | | | |
| SD3 Sustainable Design and Construction | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| SD4 Design Requirements | | ● | | | | | | | | ● | ● | ● | | |
| SD9 Biodiversity and Geodiversity | | | | | | | | | | | ● | ● | | |
| SD14 Health and Environmental Quality | | | | | | | | | | | ● | ● | | |
| INF3 Green Infrastructure | | | | | | | | | | | ● | ● | | |
| Cheltenham Plan | | | | | | | | | | | | | | |
| Theme C Objective d | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● | ● |
| Policy D3 Private Green Space | | | | | | | | | | | | ● | | |
| Local Transport Plan | | | | | | | | | | | | | | |
| | | | | | | | | | | | ● | | | |

